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9 MAY 1978

MEMORANDUM FOR: Deputy Director of Central Intelligence

FROM : F. W. M. Janney  
Director of Personnel

SUBJECT : FY 1978 Annual Personnel Plan

1. Attached, with brief comments on the various reports, is the consolidated Annual Personnel Plan for FY 78 and the comparative charts of the data provided by the individual Career Services.

2. The submissions of the APP have been delayed by the organizational shifts this year in several Agency major components. These moves and changes have also affected some of the statistical data which consequently require various adjustments to balance with other reports in the APP or to match the computer statistical reports.

3. The FY 78 APP reflects continuing improvement in the areas of women and minority employment in professional status, and percentage-wise a steady high rate of promotion when compared with the on-duty strength of the respective groups. Training enrollment is satisfactory with a total of 16,907 training experiences during the year. Clerical and technical employees are converted to professional status at a high percentage of the total new input to professional ranks at 34% for the Agency, but with a wide spread within the Career Services.

4. There is significant rotational assignment activity in the Agency with approximately 223 employees at all grade levels on rotation outside their own Career Service. In the higher grades, there are 88 employees on inter-Career Service rotation in grades GS-14 and GS-15 and 34 in grade GS-16 and above. In addition, there are 381 employees on intra-Career Service assignments.

5. In response to the Director's instructions, subsequent APPs will be prepared in two parts, with the goal setting exercise for certain reports to be completed prior to the beginning of the fiscal year, followed by the evaluation report for the previous fiscal year

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when statistics for that year are available. Because of this change in approach to future reports, it is recommended the FY 78 consolidated and comparative APP reports be provided to the Career Services for information and without further analysis or review. As with the PDP, it is becoming apparent that Agency totals are not as significant for review and analysis as are those of the individual Services. This year in particular, with the problem of the organizational shifts, it is difficult to make sense out of Agency totals without voluminous footnotes. In addition, a consolidated report obscures the progress of one Career Service vis-a-vis that of another.

6. It is recommended, therefore, that the Heads of the Career Services be provided with a copy of the consolidated report and asked to review their FY 78 submissions, along the lines of the comments on that report, to determine where more component progress is advisable and/or where management action is required to achieve positive results.

(Signed) F. W. M. Janney  
F. W. M. Janney

Attachments

APPROVED : \_\_\_\_\_  
Deputy Director of Central Intelligence Date

DISAPPROVED: \_\_\_\_\_  
Deputy Director of Central Intelligence Date

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<b>Remarks:</b> <p>Did the DDCI give any indication of what is wanted in the separate APP for advance goal setting? The second recommendation asks for DCI areas of interest.</p> <p>If the intent is to have advance goal setting for all parts of the APP, the follow-up report of goal and achievement for the past year is a lost cause. To be honest, I'm not sure it isn't already with this becoming a divided exercise . . . the thrust of new goal comparison with past achievement is gone--hence there'll be even less interest in accounting for what was a supposed goal.</p>			
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